



CITY OF CAMBRIDGE

BOARD OF ELECTION COMMISSIONERS

51 Inman Street, Cambridge, Massachusetts 02139-1732 • Telephone 617-349-4361 • TTY: 617-492-0235
Fax: 617-349-4366 • Email: Elections2@cambridgema.gov • Website: www.cambridgema.gov/election.aspx

COMMISSIONERS

Ethridge A. King, Jr.
Polyxane S. Cobb
Peter Sheinfeld
Larry W. Ward

EXECUTIVE DIRECTOR

Tanya L. Ford

ASSISTANT DIRECTOR

Lesley Waxman

MEETING OF THE BOARD OF ELECTION COMMISSIONERS

Minutes of March 6, 2013

The meeting of the Cambridge Election Commission was held at 51 Inman Street, Cambridge, MA. Present were Commissioner Peter Sheinfeld, Commissioner Polyxane Cobb, Commissioner Ethridge King, Commissioner Larry Ward, Executive Director Tanya Ford, Assistant Director Lesley Waxman, and Ethan Cobb from the public.

The Chair, Commissioner Sheinfeld, called the meeting to order at 5:40 pm.

I. MINUTES

Minutes of 2/20/13

Motion:	Acceptance of minutes with corrections
Moved:	Commissioner King
Second	Commissioner Sheinfeld
Passed	3-0

II. REPORTS

Executive Director's Report (R1)

- A) City Council Orders & Draft Responses
 - 1) ED provided draft responses to City Council orders. EC board accepts by consensus (R2).
- B) Living Wage Increase
 - 1) Living wage increase from \$14.28 to \$14.51 will take affect March 1, 2013, (R3).
- C) 2013 Special State Primary Election- April 30th
 - 1) April 10th, 8 pm is deadline to register to vote.
 - 2) Commissioners please review table and chair requirements for polling sites (R4).
 - 3) April 5th, the office will stay open from 8:30 am to 5:00 pm for absentee ballots.
- D) 2013 Special State Primary Election- May 28^h
 - 1) May 8th, 8 pm is deadline to register to vote.
 - 2) May 3rd, the office will stay open from 8:30 am to 5:00 pm for absentee ballots.
- E) 2013 Special State Primary Election- June 25th
 - 1) June 5th, 8 pm is deadline to register to vote.
 - 2) May 31st, the office will stay open from 8:30 am to 5:00 pm for absentee ballots.

- F) Statutory Ethics Online Training
1) March 22, 2013 is deadline for completion.

Assistant Director's Report – R5

A) Campaign and Political Finance

- 1) Bill Forester and John J. Holland, have both agreed to fix and mail in report.

B) Election Worker Policies

- 1) Voted on Election Day Personnel Policy (R6)

Motion: Accept Election Day Personnel Policy
Moved: Commissioner Cobb
Second Commissioner Sheinfeld
Passed 4-0

- 2) Voted on Election Worker Policy (R7)

Motion: Accept Election Worker Policy
Moved: Commissioner Cobb
Second Commissioner Sheinfeld
Passed 4-0

C) April/May 2013 Trainings

- 1) Commissioners agreed by consensus to Warden/Clerk PowerPoint (R7)
2) Commissioners agreed by consensus to Inspector PowerPoint (R8)

Commissioner's Report –

Commissioners Cobb reported responses from the Ethics Commission regarding:

- 1) Is it was proper for a Commissioner to assist a person with a disability with their Absentee Ballot in a setting other than a Designated Health Care Facility?

The Lawyer of the Day said that it would be a violation since it was not a service offered to the electorate at large.

- 2) Was the provision of meals at Cadbury Commons to the election workers there allowed?

The Lawyer of the Day said that they could accept the meals up to the point in a calendar year when the general cost of the meal (as Cadbury Commons would charge to guests) reached \$50.00. However, the Salvation Army precinct was under no such limitation since the Salvation Army did not charge anyone, not just election workers, for the meal so there was no way to calculate the cost of a single meal.

Commissioner Sheinfeld reported 18 Dana Street is a valid Address

III. PUBLIC COMMENT - None

IV. UNFINISHED BUSINESS - None

V. NEW BUSINESS - None

Next meeting March 19, 2013; Senior Center, 5:00 p.m. and March 23, 2013; Senior Center

Motion: Meeting adjourn
Moved: Commissioner Cobb
Second: Commissioner Sheinfeld
Passed: 4-0

Meeting Adjourn: 6:55 p.m.

A handwritten signature in cursive script, appearing to read "Larry Ward", is written over a horizontal line.

A true record

Attested by: _____

Commissioner Ward, Secretary